

**AGENDA FOR THE REGULAR MEETING OF THE PROBATION COMMISSION  
COUNTY OF LOS ANGELES, CALIFORNIA**

**THURSDAY, MAY 9, 2019**

**10:00 A.M. to 12:00 P.M.**

**KENNETH HAHN HALL OF ADMINISTRATION, ROOM 830  
500 W. TEMPLE STREET, LOS ANGELES, CA 90012**



**Commissioners**

Joe Gardner-President,

Hon. Jan Levine (Ret)-1st Vice President, Hon. Betsy Butler (Ret.), 2<sup>nd</sup> Vice President,  
Donald Meredith-Sergeant at Arms, Daniel Seaver, Azael Martinez-Sonoqui, Cyn Yamashiro,  
Esq., Jacqueline Caster, Esq. Jo Kaplan, Esq. Olivia E. Mitchell, Peter Shutan,  
Rev. Zachary Hoover, Randy Herbon, Gale Swartz

AGENDA POSTED: May 6, 2019

The meetings of the Commission are open to the public. Copies of agendas, minutes and other documents discussed in Commission proceedings can be obtained through the Probation Department, 9150 East Imperial Highway, Downey, California, 90242. Call (562) 940-2754 for further information.

Accommodations: American Sign Language (ASL) interpreters or assisted listening devices are available with at least 3 business days' notice before the meeting date. Agendas in Braille and/or alternate formats are available upon request. Please call (562) 940-2531 from 8:00 am to 5:00 pm, Monday through Friday.

Para información en Español: Por favor de llamar al número (562) 940-2531 entre 8:00 de la mañana y 5:00 de la tarde, de Lunes a Viernes.

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**ADMINISTRATIVE MATTERS**

1. Excused Absences:
2. Roll Call
3. Approval of Minutes:

**PROBATION DEPARTMENT**

4. Response from the Probation Department to the following documents from Commissioner Herbon:
  - "Questions, Suggestions etc. for Probation HR"
  - "Monthly/Quarterly Reports from Probation"
5. Report back from the Probation Department concerning staffing levels and what is being done about it. Questions include:
  - How many on FMLA
  - Administrative suspension pending investigation.
  - Data on other absenteeism.

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6. Response and report from the Probation Department on training, including the number of new hires going through or graduating from training in 2018 compared with the number of those staff still on the job as of April 1 2019.
  - Request also includes break down of numbers by academy class.
7. Follow-up report from the Probation Department regarding specifics on programming in camps and halls such as schedules.

*The Commission will conduct routine inquiries and discussion on the topics listed above, and will take action, as necessary, such as receiving reports and other materials.*

**NEW BUSINESS**

8. Distribution of letter to the Chief regarding conditions at Barry J. Nidorf Juvenile Hall.

**COMMISSIONER REPORTS AND UPDATES**

**BUSINESS CONTINUED FROM PREVIOUS MEETING**

9. Create list of top priorities for the Probation Oversight Commission

**GENERAL PUBLIC COMMENT**

10. Opportunity for members of the public to address the Commission on items of interest within the subject matter of the Commission. Three (3) minutes are allowed, per person, on each agenda and non-agenda item with a total of 15 minutes for public comments unless the Commission sets alternative limits or other allocations of time.

**DISCUSSION REGARDING PROPOSED TOPICS FOR NEXT MEETING SCHEDULED FOR  
MAY 23, 2019**

11. Request to the Probation Department for monthly report on youth on youth and youth on staff incident reports for Camps and Halls.
12. Request to the Probation Department to provide training manual and information on number of master trainers at the Department.

**ANNOUNCEMENTS**

13. May 23 Probation Commission Meeting will be held at the Hall of Administration, Room 140A.

**ADJOURNMENT**